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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

October 2, 1973

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 2, 1973, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, [illegible]e, McDonnell, and Stern. Excused: Commissioners Lisle, and Tournahu.

It was moved by Commissioner McDonnell and seconded by Commissioner Day that minutes of the September meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

[illegible]ng to acquire the Father Junipero Serra home in Collections Department.

[illegible]h the San Francisco Art Commission's forthcoming [illegible] and our Park Branch. A door may be put in the [illegible]nto the planned mall. We have $50,000 allocated from [illegible]ng funds, but this now may be updated to Priority I [illegible]onal $20,000 for the new improvements.

[illegible]e Library's Affirmative Action policy, and reported [illegible]n Criswell of the NAACP and Frank Anderson of the Commissioner McDonnell read a letter he received Service regarding 3610 and 3616 job announcements [illegible]ments have been sent to the Affirmative Action Com- perusal before they go out to applicants.

[illegible]s now located in the Librarian's Office together with [illegible]emorabilia from the Special Collections Department.

[illegible]garding ventilation for Technical Services and the to the Main Library. Indicated that a major breakthrough should be forthcoming. If no new space becomes available, will push again for supplemental funding.

[illegible]et with Carol Moss and Barbara Boyd, Alameda County Librarian, regarding [illegible]unding of BARC for 1974/75. There will be a meeting on November 15 with [illegible]cooperating systems to discuss cost sharing of BARC. SFPL would continue to [illegible]e BARC's headquarters with its Director located here.

[illegible]here are various programs and projects in the mill -- some to be funded from [illegible]he Mayor's Youth Fund. Mentioned were:

[illegible]. The Copernicus Festival to be held November 20 in conjunction with the Planetarium.

[illegible]. City Symposium next summer with possible attendance of Louis Mumford.

[illegible]. Isadora Duncan Dancers next spring.

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The meeting was called to order at 3:45 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Day, Malone, McDonnell, and Stern. Excused: Commissioners Lisle, and Tournahu.

It was moved by Commissioner McDonnell and seconded by Commissioner Day that the minutes of the September meeting be approved as submitted. There being no objection, it was so ordered.

ACTING CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Announced that he is trying to acquire the Father Junipero Serra home in Mallorca for the Special Collections Department.

2. There may be a tie-in with the San Francisco Art Commission's forthcoming Haight-Ashbury Art Center and our Park Branch. A door may be put in the branch which would open onto the planned mall. We have $50,000 allocated from Priority II Revenue Sharing funds, but this now may be updated to Priority I with the estimated additional $20,000 for the new improvements.

3. Pledged his support of the Library's Affirmative Action policy, and reported on a meeting with Benjamin Criswell of the NAACP and Frank Anderson of the Human Rights Commission. Commissioner McDonnell read a letter he received from Lillian Chu of Civil Service regarding 3610 and 3616 job announcements stating that the announcements have been sent to the Affirmative Action Committee and Local 400 for perusal before they go out to applicants.

4. The Lou Lurie furniture is now located in the Librarian's Office together with historical pictures and memorabilia from the Special Collections Department.

5. Met with George Grubb regarding ventilation for Technical Services and the moving of the print shop to the Main Library. Indicated that a major breakthrough should be forthcoming. If no new space becomes available, will push again for supplemental funding.

6. Met with Carol Moss and Barbara Boyd, Alameda County Librarian, regarding funding of BARC for 1974/75. There will be a meeting on November 15 with cooperating systems to discuss cost sharing of BARC. SFPL would continue to be BARC's headquarters with its Director located here.

7. There are various programs and projects in the mill -- some to be funded from the Mayor's Youth Fund. Mentioned were:

   1. The Copernicus Festival to be held November 20 in conjunction with the Planetarium.

   2. City Symposium next summer with possible attendance of Louis Mumford.

   3. Isadora Duncan Dancers next spring.

4. Publication of 1906 Official Casualty List.

5. Guide to and history of the library.

6. Possible acquisition of Harry Bridges' papers; Mayor Alioto and other Mayors' papers.

8. Recommended establishment of Honorary Curators for Californiana. Requested permission to nominate Oscar Lewis as first recipient. It was so moved by Commissioner Stern, seconded by Commissioner Malone, and unanimously approved by the Commission.

9. Trying to get backlog in cataloging brought up-to-date in Special Collections. A Special Collection's cataloger will be sought in the budget.

10. Studying a move of Genealogy collection into Periodicals Room.

11. Student intern program needed with library schools.

12. Has established an Advisory Council with enlarged membership over the previous Administrative Council. It will meet on Mondays and includes Kevin Starr, Carol Moss, David Murphy, George Cerasi, Dave Belch, Bill Ramirez, Karen Scannell, Vivian Goodwin, Gil McNamee, Effie Lee Morris, Madelyn Helling, Nancy Musser (representing Librarians' Guild) and Mary Louise Stong and Mig Mayer (representing Friends of SFPL).

13. Personnel assignments are no longer done by a placement committee. Announcements of job openings are put in the Official Bulletin and staff who have evidenced an interest will be interviewed by those responsible for the operation.

14. A meeting is forthcoming on a possible volunteers program. It is only in the preliminary planning stages now. A trained, professional librarian would be necessary to make the program work successfully.

15. Introduced Effie Lee Morris who spoke to the group about the need for the library to be represented on the Mayor's Office of Services to Children and Youth. There are 32 members representing various public, city and government agencies.

It was moved by Commissioner Stern, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted urging SFPL representation:

RESOLUTION #693

WHEREAS, the public library, a city department, has direct contact with and the responsibility to provide library services to the children and youth of San Francisco, and,

WHEREAS, the public library is now working with and attempting to increase its relationships with all other agencies and organizations serving all children and youth, and, therefore, be it

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RESOLVED, that the San Francisco Public Library strongly endorses the creation of an Office of Services for Children and Youth in the Mayor's Office and supports in principle the proposed resolution for establishing such an office, provided that a representative of the public library is a member.

16. Budget for 1974/75 will be completed by November 23. We are asking for $500,000 in personnel, including the keeping of EEA employees presently in the library; $65,000 in replacement equipment and $85, 000 in new equipment. Total over present budget expected to be $710,000 which will also include library materials. Commissioner McDonnell recommended community meetings perhaps in cluster areas for public input. It was felt that it was too late for this, and it was pointed out by Mrs. Moss that one reason for the two-months earlier deadline requested by the Mayor was to give more time for public hearings. It was moved by Commissioner Malone, seconded by Commissioner Stern, and unanimously approved that the feasibility of public hearings be studied by the Budget and Operations Committee.

17. Mentioned possible loss of printer, Hershel Mitchell. The Personnel Committee will study any methods by which he may be kept at SFPL.

18. Dr. Starr mentioned that his first week at the library had been an exciting one. He expressed his thanks and appreciation to all librarians for their support in making this possible, and his pleasure at the large attendance at his reception.

ASSISTANT CITY LIBRARIAN'S REPORT
MRS. CAROL E. MOSS

1. Announced a field work student from San Jose State University Library School will start with SFPL on October 12, 1973. One student from UC-Berkeley Library School will continue the cataloging work on the Grabhorn Collection in the Special Collections Department. Announced that various charging systems are being evaluated with one to be visited in Marin County shortly.

2. Question was posed to Miss Morris by Commissioner Stern regarding statistics on the Children's Summer Reading Program. Miss Morris reported 2,413 children enrolled in 1973 (490 more than the previous year), and 179 more completed the program. Ceremonies now are being held in individual branches with an increased number of children and more whole families in attendance.

   Mrs. Stern also asked about the purchase of children's paperbacks. Miss Morris stated that the children's section purchases paperback copies of hardback children's books. Children's librarians find the children very selective in their use of paperbooks.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi spoke with Mr. Blanchard of the City Attorney's Office in regard to the Fuhrman Bequest. According to the City Charter investments must be limited to those in which banks can also invest, i.e., Certificates of Deposit, Government Agencies and Treasury Bonds. Bob Williams of the Librarian's Office was introduced who gave details on these possible investments. It was announced that a Certificate of Deposit will be maturing November 8, the day

after the next Commission Meeting. Recommendations for reinvestment will be made at that time. Land leases in the San Joaquin Valley were discussed and it was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously approved by the Commission that Henry Bowles be contacted to seek more information on this subject.

FRIENDS OF THE LIBRARY REPORT
MISS MARY LOUISE STONG, PRESIDENT

No Report

MAIN LIBRARY COMMITTEE
COMMISSIONER LISLE

No Report

BUDGET AND OPERATION COMMITTEE
COMMISSIONER McDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the expenditures from the Fuhrman fund for the purchase of books in the amount of $3,837.45 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern, and unanimously approved that the following resolution be adopted:

RESOLUTION #688

RESOLVED, that the library Commission hereby authorizes the attendance of Vivian Goodwin, Linda Crismond, Tom Fowler, Versa Cullen, Carol Moss and Effie Lee Morris to the Library Institute Planning Committee Conference to be held at Rickey's Hyatt House Hotel in Palo Alto, November 2 and 3, 1973; registration fees to be paid out of State funds.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #689

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly at the National Microfilm Association Seminar on "Micrographics in the Library," to be held at Stanford University Meyer Library, October 26 and 27, 1973: his registration fee to be paid out of regular library travel budget as travel funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #690

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Moss and Linda Crismond at the Annual Meeting of the American Society for Information Science to be held in Los

Angeles, California, October 21-25, 1973 their expenses to be paid out of the regular library travel budget as travel funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MALONE

1. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #691

Approval, non-Civil Service, temporary, and recertification of temporary appointments made during the month of September.

(attached to minutes)

2. It was moved by Commissioner Malone, seconded by Commissioner Day, and unanimously approved that the following resolution be adopted:

RESOLUTION #692

WHEREAS, John F. Anderson has been employed by the San Francisco Public Library as City Librarian since 1968, and

WHEREAS, Mr. Anderson has resigned to accept the position of Director, Tucson Public Library in Tucson, Arizona, now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby acknowledge his strong leadership in a variety of library projects, including such programs as automation, publishing, manpower development, regional reference service and outreach. San Francisco's more noteworthy achievements in the area of community relations have resulted from his strong advocacy of socially motivated library service. The Commission acknowledges with appreciation the major administrative roles he has undertaken, and, be it

FURTHER RESOLVED, that he carries with him, on leaving the position which he has so satisfactorily filled, the regard and good wishes of all he had occasion to transact official business with him, and the Commission joins the staff and administration in wishing him well in his new challenge.

LIBRARY EXTENSION
COMMISSIONER DAY

No Report

COMMUNITY AFFAIRS COMMITTEE
COMMISSIONER TOURNAHU

It was moved by Commissioner Stern, seconded by Commissioner McDonnell and unanimously approved that the Library's Public Relations Activities Report for the month of September, 1973 be accepted.

LIBRARY RESOURCES COMMITTEE
COMMISSIONER STERN

1. Mentioned that public response to Grabhorn Collection Additions has been sensational and she was very pleased with the public support. Some seventy-one donors contributing almost $4,000, ranging from $1 to $1,000.

2. Mrs. Stern received another letter from Caspar Weinberger, Secretary of HEW, reiterating his belief in local support of libraries and reaffirming his belief in the value of libraries.

3. Mentioned strong support of the library by the Grabhorns and possibility of obtaining more of their collection. Announced death of Mrs. Jane Grabhorn. It was moved by commissioner Stern, seconded by Commissioner Day, and unanimously approved that a letter of condolence be sent to her brother.

4. Commission will give serious consideration to the Harvey Rose Board of Supervisors Management Audit and will pass along conclusions and recommendations on it.

President Callanan recognized Ms. Maurine Koltugin, representing Colonel E. M. Burns. Ms. Koltugin asked the library if they would recognize United States Week, October 23-29, 1973 and United States Day, October 23, 1973, by displaying books on American Heritage.

There being no further business to come before the Commission, the meeting was declared adjourned until Wednesday, November 7, 1973 at 3:30 p.m., as November 6 will be a holiday.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

October 2, 1973

RESOLUTION NO. 691

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the Acting City Librarian for the month of September, 1973, be approved:

1422 Jr. Clerk Typist
James DeMaio
Marie Hom
Michael Olivola
Elizabeth Stone

1444 Clerk Stenographer
Betty Pacarar

3602 FT Page
William Acevedo
Mark Thompson

3602 PT Page
Stephen Albert
Peter S. Browne
Sharlene Carlson
Fredric Chavez
Alfredo Delemos Jr.
Cynthia Glass
Lue Tricia Glass
Mary Glennon

3602 PT Page
Matthew Goodwine
Paolo Guido
Terrence Hunter
Lawrence King
Susan Kivisto
David K. P. Kwan
Claudia Lee
Wayne Lee
Loretta McCall
John Mino
Stephen Murtha
Louis Pecek Jr.
Robert Phippeney
Jenny Toy
Phillip Whitney
Melissa Williams
Pamela Williams
Roberta Won
Jeffrey Wong
Jensa Woo
Mantle Yu

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

1424 Clerk Typist
Carole Lathan

1444 Clerk Stenographer
Alberta Brown
Betty Pacarar
Albert Spence

3602 FT Page
Gerald Lee

3602 PT Page
David Boitano
Eva Chan
Terrence Hunter
Rebecca Kum
Victor Lee

3602 PT Page
Thomas Lo
John Mino
Kaoru Orimoto
James Ritter
Christopher Sam
Rafael Trujillo
Peter Weinstein
Diane Winter

3610 Library Assistant - PT
Robert Davis

3610 Library Assistant - FT
Kathleen Keller
Alvin Lewis
Erin Mullane